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Letter to Diana Osbaldiston regarding SEAALL brochures, October 11, 1989

Betty Kern

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October 11, 1989

MEMO

TO: Diana Osbaldiston

FROM: Betty Kern

Enclosed are more membership brochures and old financial records going back to the days when secretary and treasurer were one office. I have, in compliance with instructions from the Board meeting, destroyed the old membership applications from the early eighties and before....

Actually, I've split the membership brochures among several officers and board members: Sue Roach, Wes, you & me. Seems we all have equal occasion to use them. I am going to begin scratching out "return to secretary" since I am the last to need to know, with you and Sue ahead of me. I only need to know of changes to the mailing list so that I may notify Law Book Exchange who has agreed to run all the labels we need, etc.

I've also enclosed the name of a lady who called here in my absence and left the message that she has received nothing since Spring. Could you check and take appropriate steps to get her back in good standing?

Thanks!!!